

# Retention and Classification Report

**Agency:** Emery County (Utah). County Recorder (339)

Emery County Courthouse  
75 East Main, P.O. Box 698  
Castle Dale, UT 84513  
435-381-2414

## **Records Officer**

23197	Chattel mortgages
82451	Mining notices of location
06913	Official records

**AGENCY:** Emery County (Utah). County Recorder

**SERIES:** 23197

1

**TITLE:** Chattel mortgages

**DATES:** ca. 1940-

**ARRANGEMENT:** chronological

**DESCRIPTION:**

Chattel mortgages are mortgages of personal property.

**RETENTION AND DISPOSITION AUTHORIZATION:**

Retention and disposition for this series is proposed and has not yet been approved.

**FORMAT MANAGEMENT:**

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Microfilm master: Retain in State Archives permanently with authority to weed.

Microfilm duplicate: Retain in State Archives permanently with authority to weed.

**AGENCY:** Emery County (Utah). County Recorder

**SERIES:** 82451

4

**TITLE:** Mining notices of location

**DATES:** 1907-1992

**ARRANGEMENT:** Chronological by date filed.

**TOTAL VOLUME:** 254.00 reels.

**DESCRIPTION:**

Mining records, which constitute a legal record, are kept by the county recorder for the purpose of monitoring and registering mining claims and operations. This series contains notices of location which provide the name of the claim, locators, location, legal description and the mining district.

**RETENTION AND DISPOSITION AUTHORIZATION:**

These records are in Archives' permanent custody.

**AUTHORIZED:** //

**FORMAT MANAGEMENT:**

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Paper: Retain in Office until microfilmed and then return original instrument to owner.

Microfilm master: Retain in State Archives permanently.

Microfilm duplicate: Retain in Office permanently.

Microfilm duplicate: Retain in State Archives permanently with authority to weed.

**APPRAISAL:**

Administrative Historical Legal

Because of the importance of mining information, which documents the monitoring and registering of mining operations, the County Recorder is required by law to maintain mining records and their corresponding indexes.

**AGENCY:** Emery County (Utah). County Recorder

**SERIES:** 82451

**TITLE:** Mining notices of location

(continued)

**PRIMARY CLASSIFICATION:**

Public

**AGENCY:** Emery County (Utah). County Recorder

**SERIES:** 6913

4

**TITLE:** Official records

**DATES:** i 1890-

**ARRANGEMENT:** Numerical by entry number

**ANNUAL ACCUMULATION:** 3.00 cubic feet.

**DESCRIPTION:**

These are the official records recorded with the county recorder. They include deeds, mortgages, mining records, military discharges, affidavits, powers of attorney, lis pendens, land agreements, redemption certificates, gas and oil leases, water records, leases, liens and etc. All recorded documents are currently compiled together as the official record, however in the past various types of documents were filed separately.

**RETENTION:**

Retain permanently

**DISPOSITION:**

Retain in agency custody.

**RETENTION AND DISPOSITION AUTHORIZATION:**

Retention and disposition for this series is authorized by Archives general schedule CNT 15, Item 16.

**AUTHORIZED:** 04/02/2009

**FORMAT MANAGEMENT:**

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Paper: For records beginning in 1883 through 2000. Retain in Office permanently.

Microfilm master: Retain in State Archives permanently.

Microfilm duplicate: For records beginning in 1883 through 2008. Retain in Office permanently.

Digital image: Retain in Office permanently.

**AGENCY:** Emery County (Utah). County Recorder

**SERIES:** 6913

**TITLE:** Official records

(continued)

**APPRAISAL:**

Administrative Historical Legal

These are officially recorded public documents. There is a legal requirement for their perpetual maintenance. UCA 17-21-1.

**PRIMARY CLASSIFICATION:**

Public